

Message

From: Moutoux, Nicole [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=574B3A85014D46D3965B59700A04A55E-NMOUTOUX]
Sent: 3/18/2015 9:32:28 PM
To: CHENG, CHRISTINA [Cheng.Christina@epa.gov]
Subject: RE: Enrique's schedule

Not sure if its needed. I will let you know.
Thanks

Nicole G. Moutoux
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From: CHENG, CHRISTINA
Sent: Wednesday, March 18, 2015 2:28 PM
To: Moutoux, Nicole
Subject: RE: Enrique's schedule

I sent invite & reserved room 10111 (holds 20 people). When do you want to pre-brief Enrique?

From: Moutoux, Nicole
Sent: Wednesday, March 18, 2015 1:54 PM
To: CHENG, CHRISTINA
Subject: RE: Enrique's schedule

Hi Christina-

Can you send a meeting invitation out to:
Me, Steve Armann, Sara Ziff, Tom Huetteman, John Lyons and copy Clancy.
The meeting is with Center for Community Action and Environmental Justice. Penny Newman and Jean Kayano will be attending and I'm not sure who else. We will need a room for up to 15 people.
Thanks for your help.
Nicole

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From: CHENG, CHRISTINA
Sent: Wednesday, March 18, 2015 1:02 PM

To: Moutoux, Nicole
Subject: RE: Enrique's schedule

Is this meeting here?

From: Moutoux, Nicole
Sent: Wednesday, March 18, 2015 12:47 PM
To: CHENG, CHRISTINA
Subject: RE: Enrique's schedule

Hi Christina-

Can you hold April 2 at 1-3pm. This is for a meeting with Penny Newman regarding Riverside Ag Park. I'll send you the list of invites soon.

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From: CHENG, CHRISTINA
Sent: Wednesday, March 18, 2015 9:24 AM
To: Moutoux, Nicole
Subject: RE: Enrique's schedule

Hi Nicole,

Here are the times Enrique is available as for now. Let me know what time slots you want me to hold on his calendar.

3/30: 3-5pm
3/31: 11am-12pm, 3:30-5pm
4/1: 9-10am, 4-5pm
4/2: 10am – 5pm

From: Moutoux, Nicole
Sent: Wednesday, March 18, 2015 9:00 AM
To: CHENG, CHRISTINA
Subject: Enrique's schedule

Hi Christina-

I need to schedule a meeting with an Environmental Justice organization that Enrique needs to participate in. Before I call them, can you let me know what his schedule looks like between March 30 and the end of April. I'd like to provide a few options.

Thanks
Nicole

Nicole G. Moutoux

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